

**SUBSTITUTE ORDINANCE BY
COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE**

08-O-0635

AN ORDINANCE AMENDING THE 2008 (COMMUNITY DEVELOPMENT FUND) BY TRANSFERRING TO AND FROM APPROPRIATIONS IN THE AMOUNT OF \$1,382,994.00, AMENDING THE 2008 (HOME INVESTMENT FUND) BY TRANSFERRING TO AND FROM APPROPRIATIONS IN THE AMOUNT OF \$387,982.00, AND AMENDING THE 2008 (INTERGOVERNMENTAL GRANT FUND) BUDGET BY TRANSFERRING TO AND FROM APPROPRIATIONS IN THE AMOUNT OF \$211,020.00; TO SETUP ADMINISTRATIVE ACCOUNTS IN THE 2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), 2008 EMERGENCY SHELTER GRANT (ESG), 2008 HOME INVESTMENT PARTNERSHIP (HOME), AND 2008 HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) GRANT PROGRAMS; AND FOR OTHER PURPOSES.

WHEREAS, the City Council adopted on November 5, 2007 and the Mayor approved on November 13, 2007, administrative projects and program administration to be included in the 2008 Community Development Block Grant (CDBG), 2008 Emergency Shelter Grant, 2008 Home Investment Partnership Grant (HOME), and 2008 Housing Opportunities for Persons with AIDS (HOPWA) Programs; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, as follows:

Section 1: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
AWARD 220131764**

DEPARTMENT OF THE MAYOR
Office of Human Services

TRANSFER FROM APPROPRIATIONS

10210039	Administration	
5999901	Reserve	\$ <u>301,702.00</u>

TRANSFER TO APPROPRIATIONS

10210039	Administration	
5*****	Expenses	\$ <u>301,702.00</u>

Section 2: That the 2008 (Intergovernmental Grant Fund) Budget be and is amended hereby as follows:

**2008 HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) PROGRAM
AWARD 250131767**

DEPARTMENT OF THE MAYOR
Office of Human Services

TRANSFER FROM APPROPRIATIONS

10210041	Administration	
5999901	Reserve	\$ <u>73,320.00</u>

TRANSFER TO APPROPRIATIONS

10210041	Administration	
5*****	Expenses	\$ <u>73,320.00</u>

Section 3: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
AWARD 220131764**

DEPARTMENT OF FINANCE
OFFICE OF GRANT SERVICES
Grants Management

TRANSFER FROM APPROPRIATIONS

10210039	Administration	
5999901	Reserve	<u>\$ 552,058.00</u>

TRANSFER TO APPROPRIATIONS

10210039	Administration	
5*****	Expenses	<u>\$ 552,058.00</u>

Section 4: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 EMERGENCY SHELTER GRANT (ESG) PROGRAM
AWARD 220131765**

DEPARTMENT OF FINANCE
OFFICE OF GRANT SERVICES
Grants Management

TRANSFER FROM APPROPRIATIONS

10210040	Administration	
5999901	Reserve	<u>\$ 18,639.00</u>

TRANSFER TO APPROPRIATIONS

10210040	Administration	
5*****	Expenses	<u>\$ 18,639.00</u>

Section 5: That the 2008 (Intergovernmental Grant Fund) Budget be and is amended hereby as follows:

**2008 HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) PROGRAM
AWARD 250131767**

DEPARTMENT OF FINANCE
OFFICE OF GRANT SERVICES
Grants Management

TRANSFER FROM APPROPRIATIONS

10210041	Administration	
5999901	Reserve	<u>\$ 137,700.00</u>

TRANSFER TO APPROPRIATIONS

10210041	Administration	
5*****	Expenses	<u>\$ 137,700.00</u>

Section 6: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
AWARD 220131764**

DEPARTMENT OF FINANCE
OFFICE OF GRANT SERVICES
Grant Accounting

TRANSFER FROM APPROPRIATIONS

10210039	Administration	
5999901	Reserve	\$ <u>71,288.00</u>

TRANSFER TO APPROPRIATIONS

10210039	Administration	
5*****	Expenses	\$ <u>71,288.00</u>

Section 7: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
AWARD 220131764**

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
Bureau of Code Compliance

TRANSFER FROM APPROPRIATIONS

25210043	Housing Code Inspection, CD-55	
5999901	Reserve	\$ <u>220,000.00</u>

TRANSFER TO APPROPRIATIONS

25210043	Housing Code Inspection, CD-55	
5*****	Expenses	\$ <u>220,000.00</u>

Section 8: That the 2008 (Community Development Fund) Budget be and is amended hereby as follows:

**2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
AWARD 220131764**

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
Bureau of Housing

TRANSFER FROM APPROPRIATIONS

25210039	Administration	
5999901	Reserve	\$ <u>219,307.00</u>

TRANSFER TO APPROPRIATIONS

25210039	Administration	
5*****	Expenses	\$ <u>219,307.00</u>

Section 9: That the 2008 (HOME Investment Trust Fund) Budget be and is amended hereby as follows:

**2008 HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM
AWARD 250431766**

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
Bureau of Housing

TRANSFER FROM APPROPRIATIONS

10210042	Administration	
5999901	Reserve	<u>\$ 387,982.00</u>

TRANSFER TO APPROPRIATIONS

10210042	Administration	
5*****	Expenses	<u>\$ 387,982.00</u>

Section 10: That Article "C", Classification Plan, Section 5-2062 of the Code of Ordinances, City of Atlanta, Georgia be and is amended as follows:

(A). That the following positions within the **DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT** be and are hereby transferred from and to PTAEs listed effective January 5, 2008:

BUREAU OF CODE COMPLIANCE, Housing Code Inspection

FROM: Project	25200059	TO: Project	25210043
Task	139	Task	
Award	220130050	Award	220131764
Expense Type	5111001	Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00052	Code Enforcement Officer	523002	16
00053	Office Support Assistant, Senior	112003	7
00054	Code Enforcement Officer	523002	16
00055	Code Enforcement Officer	523002	16
00057	Code Enforcement Officer	523002	16

BUREAU OF HOUSING, CDBG Program Administration

FROM: Project	10200112	TO: Project	10210039
Task	457	Task	
Award	220130053	Award	220131764
Expense Type	5111001	Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00041	Loan Program Manager (50%)	311079	23
00064	Financial Manager (50%)	311008	25
00079	Management Analyst, Principal (50%)	311083	27
00092	Customer Service Representative, Senior (D)	122033	9
21193	Housing Development Specialist, Senior (50%)	523011	17

BUREAU OF HOUSING, HOME Program Administration

FROM: Project	10200112	TO: Project	10210042
Task	458	Task	
Award	250431743	Award	250431766
Expense Type	5111001	Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00032	Housing Development Specialist, Senior	523011	17
00033	Office Support Assistant, Senior (50%)	112003	7
00034	Housing Development Specialist	523010	13
00036	Customer Service Representative, Principal (D)	122019	11
00041	Loan Program Manager (50%)	311079	23
00064	Financial Manager (50%)	311008	25
00079	Management Analyst, Principal (50%)	311083	27
18831	Housing Development Coordinator	523009	20
21192	Housing Development Specialist, Senior	523011	17
21193	Housing Development Specialist, Senior (50%)	523011	17
55822	Housing Development Specialist	523010	13

BUREAU OF HOUSING, Housing Rehabilitation Administration

TO: Project 25200054
Task 156
Award 220130050
Expense Type 5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
53158	Director (20%)	312027	37
53159	Deputy Director (20%)	312186	30

BUREAU OF HOUSING, HOME Program Administration

TO: Project 10210042
Task
Award 250431766
Expense Type 5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
53158	Director (20%)	312027	37
53159	Deputy Director (20%)	312186	30

(B). That the following positions within the **DEPARTMENT OF FINANCE** be and are hereby transferred from and to PTAEs listed effective January 5, 2008:

OFFICE OF GRANT SERVICES, Grants Management, CDBG Program Administration

FROM: Project 10200112	TO: Project 10210039
Task 451	Task
Award 220130053	Award 220131764
Expense Type 5111001	Expense Type 5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00083	Management Analyst, Senior	311084	25
00084	Budget and Policy Analyst Manager	311131	30
00085	Administrative Assistant	314008	11
09514	Management Analyst, Senior	311084	25
09717	Grant Management, Director	311050	35
20679	Management Analyst, Senior	311084	25
24147	Management Analyst, Senior	311084	25
37637	Management Analyst, Senior	311084	25
54619	Management Analyst, Senior	311084	25

OFFICE OF GRANT SERVICES, Grants Management, ESG Program Administration

FROM: Project 10200112	TO: Project 10210040
Task 454	Task
Award 220130206	Award 220131765
Expense Type 5111001	Expense Type 5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00083	Management Analyst, Senior	311084	25

OFFICE OF GRANT SERVICES, Grants Management, HOPWA Program Administration

FROM:	Project	10200112	TO:	Project	10210041
	Task	455		Task	
	Award	250130385		Award	250131767
	Expense Type	5111001		Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
18552	Management Analyst, Senior	311084	25

OFFICE OF GRANT SERVICES, Grants Accounting, CDBG Program Administration

FROM:	Project	10200112	TO:	Project	10210039
	Task	456		Task	
	Award	220130053		Award	220131764
	Expense Type	5111001		Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00096	Management Analyst, Senior	311084	25

(C). That the following positions within the **DEPARTMENT OF THE MAYOR** be and are hereby transferred from and to PTAEs listed effective January 5, 2008:

OFFICE OF CHIEF OF STAFF, Human Services, CDBG Program Administration

FROM:	Project	10200112	TO:	Project	10210039
	Task	452		Task	
	Award	220130053		Award	220131764
	Expense Type	5111001		Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
22163	Administrative Assistant, Senior	314002	11
22164	Homeless Service Coordinator	314045	13
00094	Management Analyst	311056	21
17180	Management Analyst	311056	21
17186	Management Analyst	311056	21

OFFICE OF CHIEF OF STAFF, Human Services, HOPWA Program Administration

FROM:	Project	10200112	TO:	Project	10210041
	Task	453		Task	
	Award	250130385		Award	250131767
	Expense Type	5111001		Expense Type	5111001

<u>POSITION NUMBER</u>	<u>CLASSIFICATION</u>	<u>CLASS CODE</u>	<u>SALARY RANGE</u>
18631	Management Analyst	311057	21

Section 11: That Section 2-843, Automobile Allowances, of the Code of Ordinances, City of Atlanta, Georgia be and is amended as follows:

(A). That the following positions within the **DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT** be approved for automobile expense reimbursement as designated, effective January 4, 2008:

BUREAU OF HOUSING, CDBG Program Administration, to be charged to and paid from the following PTAE0:

Project 10210039
Task
Award 220131764
Expense Type 5235002

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
00064	Financial Manager	311008	25
00079	Management Analyst, Principal	311083	27
21193	Housing Development Specialist, Senior	523011	17

(B). That the following positions within the **DEPARTMENT OF FINANCE** be approved for automobile expense reimbursement as designated, effective January 4, 2008:

OFFICE OF GRANT SERVICES, Grants Management, CDBG Program Administration, to be charged to and paid from the following PTAE0:

Project 10210039
Task
Award 220131764
Expense Type 5235002

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
20679	Management Analyst, Senior	311084	25

(C). That the following positions within the **DEPARTMENT OF THE MAYOR** be approved for automobile expense reimbursement as designated, effective January 4, 2008:

OFFICE OF CHIEF OF STAFF, Human Services, CDBG Program Administration, to be charged to and paid from the following PTAE0:

Project 10210039
Task
Award 220131764
Expense Type 5235002

<u>POSITION NUMBER</u>	<u>CLASSIFICATION TITLE</u>	<u>CLASS CODE</u>	<u>PAY GRADE</u>
17180	Management Analyst	311056	21

Section 12: That all positions contained herein shall be subject to the availability of funds from the U.S. Department of Housing and Urban Development for the purpose of funding these positions, and said positions shall be terminated and abolished at such time as funding is no longer available to fund said positions.

Section 13: That all ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

**SUBSTITUTE RESOLUTION BY
COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE**

08-R-0627

RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO VARIOUS CONTRACTUAL AGREEMENTS FOR THE IMPLEMENTATION OF HOUSING PROJECTS UNDER THE 2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), 2008 HOME AND 2008 AMERICAN DREAM DOWNPAYMENT INITIAITIVE (ADDI);AND FOR OTHER PURPOSES

WHEREAS, projects to support the development and preservation of affordable housing were approved in the 2008 Annual Action Plan for the Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and American Dream Downpayment Initiative (ADDI) programs and includes:

- ADDI Downpayment Assistance
- AHA Local Rental Assistance
- BILF Administration
- Boulevard House
- Care and Conserve
- Community Design Center
- Fulton/Atlanta Land Bank Authority
- Home Repair Program (Toolbank)
- Home Repairs/Modifications for Low Income Seniors
- Housing Weatherization
- Nicholas House Tenant Based Rental Assistance
- Project Extend
- SEA Residential Roofing Program
- Wesley Senior Services

WHEREAS, 07-R-2044, adopted by City Council November 5, 2007 and approved by the Mayor November 13, 2007 authorized a contract with Southeast Energy Assistance, Inc (SEA) for the implementation of CD-795, SEA Drain and Sewer Repair Program; and

WHEREAS, the contract with SEA needs to be amended to add \$488,747.00 from the 2008 CDBG Program; and

WHEREAS, 07-R-2045, adopted by City Council November 5, 2007 and approved by the Mayor November 13, 2007 authorized a contract with Habitat for Humanity, Inc for the implementation of HM-36, Habitat for Humanity Downpayment Assistance Program; and

WHEREAS, the contract with Habitat for Humanity, Inc. needs to be amended to add \$271,529.00 from the 2008 HOME Program; and

WHEREAS, 07-R-2047, adopted by City Council November 5, 2007 and approved by the Mayor November 13, 2007 authorized a contract with Atlanta Development Authority, Inc for the implementation of HM-755, Atlanta Affordable Housing Opportunities Program (AAHOP); and

WHEREAS, the contract with the Atlanta Development Authority, Inc. needs to be amended to add \$300,000.00 from the 2008 HOME Program; and

WHEREAS, the City has obtained release of funds from the U.S. Department of Housing and Urban Development (HUD) for these projects, based on the filing of environmental clearances.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, as follows:

Section 1: That the Mayor or his designee be and is authorized hereby to enter into contractual agreements for the following Community Development Block Grant (CDBG), HOME Investment Partnership Act (HOME), and the American Dream Downpayment Initiative (ADDI) projects:

<u>Project # and Name</u>	<u>Contractor</u>	<u>Amount Not To Exceed</u>	<u>Charged To And Paid From Award/Project/Expense Type</u>	<u>Contract Term Not To Exceed (months)</u>
CD-23B, BILF Administration	Atlanta Development Authority, Inc.	112,805.00	220131764/25*****/5239004	12
ADDI-1, Downpayment Assistance Program	Urban Residential Finance Authority	30,434.00	250431766/25*****/5239004	12
HM-41, AHA's Local Rental Assistance Program	Atlanta Housing Authority	300,000.00	250431766/04210127/5239004	12
CD-88, Community Design Center	Community Design Center, Inc.	120,000.00	220131764/25*****/5239004	12
CD-489, Fulton/Atlanta Land Bank Authority	Fulton/Atlanta Land Bank Authority	143,201.00	220131764/25*****/5239004	12
CD-717, Home Repair Program (Toolbank)	Atlanta Community Toolbank, Inc.	136,000.00	220131764/25*****/5239004	18
HM-28, Housing First Tenant-Based Rental Assistance	Nicholas House, Inc.	300,000.00	250431766/04*****/5239004	12
CD-632, Boulevard House	"	31,352.00	220131764/04210128/5239004	12
CD-819, Home Repairs/Modifications for Low Income Seniors	Senior Connections	200,000.00	220131764/25*****/5239004	18
CD-104, Housing Weatherization	Southeast Energy Assistance, Inc.	350,000.00	220131764/25*****/5239004	18
CD-541, Care and Conserve	"	200,000.00	220131764/17*****/5239004	18
CD-797, SEA Residential Roof	"	100,000.00	220131764/25*****/5239004	18
CD-500, Project Extend	Wesley Community Center, Inc.	300,000.00	220131764/25*****/5239004	18
CD-43, Wesley Senior Services	"	66,000.00	220131764/04210126/5239004	12

Section 2: That the Mayor or his designee be and is authorized hereby to enter into contract amendments for the following Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) project:

<u>Project # and Name</u>	<u>Contractor</u>	<u>Amount Not To Exceed</u>	<u>Charged To And Paid From Fund Account Center</u>	<u>Contract Term Not To Exceed (months)</u>
CD-795, SEA Residential Drain and Sewer Program	Southeast Energy Assistance, Inc.	111,253.00 <u>488,747.00</u> 600,000.00	220130050/17*****/5239004 220131764/17*****/5239004	18
HM-36, Habitat for Humanity Downpayment Assistance	Habitat for Humanity, Inc.	328,471.00 <u>271,529.00</u> 600,000.00	250431743/25202872/5239004 220131766/17*****/5239004	18
HM-755, Atlanta Affordable Housing Opportunities Program (AAHOP)	Urban Residential Finance Authority	300,000.00 <u>300,000.00</u> 600,000.00	250431743/25200532/5239004 220131766/17*****/5239004	18
HM-17, Tyler Place Vine City Revitalization	Tyler Place CDC	57,675.20	250431741/25201733/5239004	18

Section 3: That the City Attorney be and is hereby directed to prepare the appropriate contractual agreements for execution by the Mayor or her designee.

Section 4: That said contractual agreements shall not become binding on the City and the City shall incur no liability upon same until such contracts is approved by the City Attorney as to form, executed by the Mayor or her designee, attested to by the Municipal Clerk, and delivered to the contracting parties.

